

Serving: Putnam County, Monterey, & Sparta

Kevin Rush, Planning Director

67 South Elm Ave. Cookeville, TN 38501 Tel: (931) 372-0070 Fax: (931) 372-0071 Kevin.rush@putnamcountytn.gov

AGENDA PUTNAM COUNTY REGIONAL PLANNING COMMISSION JULY 11, 2022

The Putnam County Regional Planning Commission meeting will be July 11, 2022, at the Cookeville Community Center at 6:00 PM.

- ITEM 1: CALL TO ORDER AND ROLL CALL.
- ITEM 2: APPROVE THE JULY 11, 2023, AGENDA.
- ITEM 3: MINUTES OF THE MAY 2, 2023MEETING. THERE WAS NO MEETING IN JUNE 2023
- ITEM 4: SUBDIVISION REGULATIONS AMENDMENTS. (PUBLIC HEARINGS WERE HELD IN MAY)
 - **A. Resolution** #2023-004 Change how setbacks are measured.
 - **B.** Resolution #2023-005 Change submittal deadline to 15th day of the month.
 - **C.** Resolution #2023-006 add 911 and county road certificate to administratively approved plats.

ITEM 5: REVIEW OF APPROVED PRELIMINARY PLATS

- Mountain Brooke Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021. Phase I was a single lot approved administratively. Phase II remaining.
- **Pippin Estates Preliminary Plat**, Maples Surveying. Conditional preliminary approval 12/7/2021. Phase II remaining.
- Beechtree Park Preliminary Plat, Vick Surveying. Conditional preliminary approval 6/7/2022.
- Cane Creek Farms Preliminary Plat, Batson, Himes, Norvell & Poe Surveying. Conditional preliminary approval 6/7/2022.
- **Brownstone Estate Preliminary Plat,** Clinton Surveying. Conditional preliminary approval 10/4/2022.
- Watermark Subdivision Preliminary Plat, Maples Surveying. Conditional preliminary approval 3/7/2023.

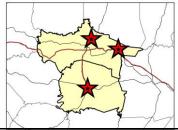
ITEM 6: ACCEPTANCE OF NEW STREETS:

None

ITEM 7: OUTSTANDING LETTERS OF CREDIT:

- Autumn Woods (two \$70,000 LOC for the road and one \$15,000 for electric)
- Forsythia Farms (\$225,000.00 for the roads)

Jere Mason (C)	Dale Moss (Sec)	Adam Johnson	Jeff Jones	Jim Martin
David Mattson	Ted McWilliams	Phil Wilbourn	Terry Randolph (V-C)	Patrick Rinks



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ITEM 8: ADMINISTRATIVELY APPROVED PLATS:

A. RE-DIVISION OF LOT 1 OF SCOTT DAVENPORT DIVISION, MAPLES SURVEYING

This plat was to create one 4.68-acre lot on Burgess Mill Rd from parcel 095-11.04 with more than 5 acres remaining.

B. LOTS 46A AND 46 REVISED, THE BLUFFS AT CUMBERLAND COVE SUBDIVISION, MEDDERS SURVEYING

Revised boundary between lot 46 (105L-A-046.00) and 46A (105L A 046.01). Now lots are 0.66 acre and 0.67 acre respectively.

C. BARRY DWAYNE & MYRA ELIZABETH BUNN DIVISION, WHITTENBURG SURVEYING Created one 0.91 acre lot on Nashville Highway from 035-050.00 with more than 5 acres

Created one 0.91 acre lot on Nashville Highway from 035-050.00 with more than 5 acres remaining.

D. SILVER POINTE CHURCH OF CHRIST AND DAVID CLEMONS LOT LINE ADJUSTMENT, WHITTENBURG SURVEYING

Changed boundary line between the church (091M-A-001.00) and David Clemons (091M-A-002.00) to mitigate a driveway encroachment on Smithville Hwy.

E. SMUIN & MILLER LOT LINE ADJUSTMENT, WHITTENBURG SURVEYING

Changed boundary line between the Smuin (039-060.00) and Miller (039-060.02) to mitigate a driveway encroachment on Benton Young Rd.

F. DOUGLAS AND WENDY DOORNINK DIVISION, WHITTENBURG SURVEYING

Created one 2.08-acre lot at the corner of Shipley Rd and Dalton Lane from 017-053.00 with more than 5 acres remaining.

G. KYLE AND SHERRY ANDERSON PROPERTY, VICK SURVEYING

Created one 1.63-acre lot on Bennett Rd from parcel 085-015.01 with more than 5-acres remaining.

H. CHANSE HERRON DIVISION, VICK SURVEYING

Created one 1.90-acre lot on Baxter Rd from parcel 063-138.01 with more than 5-acres remaining.

I. SHAWN RAE JORDAN SUBDIVISION, VICK SURVEYING

Line amendment between adjoining lots at the corner of Bunker Hill Rd (110-026.05) and Tanasi Trail (110-026.01).



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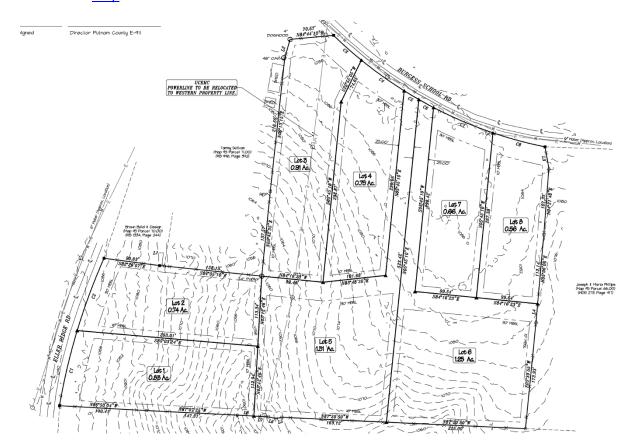
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ITEM 9: SUBDIVISION PLATS:

A. ELLER RIDGE DIVISION PRELIMINARY PLAT, CLINTON SURVEYING

The plat is to create eight lots from parcel 095-069.00. Six lots will front on Burgess School Road with 2 of those being flag lots. Two lots will front on Eller Ridge Road. To get fire protection due to the shape of the original parcel, two fire hydrants will be required. TN Property Map





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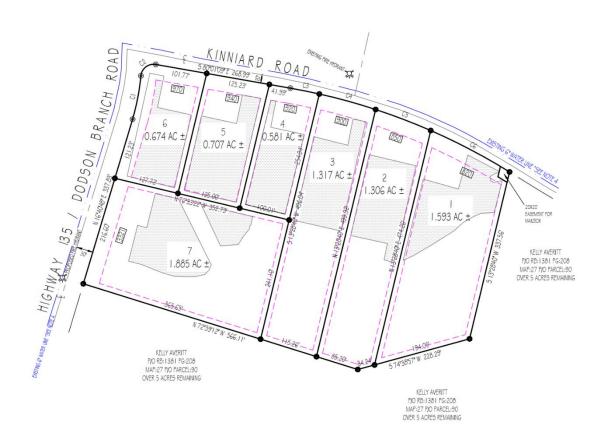
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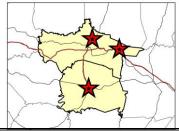
67 South Elm Ave. Cookeville, TN 38501 Tel: (931) 372-0070 Fax: (931) 372-0071 Kevin.rush@putnamcountytn.gov

B. KELLY AVERITT DIVISION FINAL PLAT, MAPLES SURVEYING

This preliminary plat consists of 8 lots on 8.064 acres on Dodson Branch Rd (Hwy 135) and Kinniard Rd. from parcel 027-090.00. There is an existing hydrant shown on the plat on Kinniard Rd and a proposed hydrant on Dodson Branch Rd. Lots will range from 0.561 acres to 1.235 acres. The tract has approximately 90 acres remaining. They lost one lot from the preliminary due to soil conditions.

https://tnmap.tn.gov/assessment/?GISLink=071027++++09000





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ITEM 10: Other Business:

 By-Laws Amendment: Pursuant to amendment to TN Sunshine laws, we are required to allow public comment. This amendment will address that and set rules for public comment.

ITEM 11: STAFF REPORTS

- Report from Chairman:
- Report from Planning Commission Engineer
- Report from Planning Director:
- Report from other Members

ITEM 12: PUBLIC COMMENT ON AGENDA ITEMS

ITEM 13: ADJOURNMENT

MINUTES PUTNAM COUNTY REGIONAL PLANNING COMMISSION MAY 2, 2023

The Putnam County Regional Planning Commission met on May 2, 2023, at the Cookeville Community Center at 6:00 PM. Members present were Chairman Jere Mason, Vice-Chair Terry Randolph, Secretary Dale Moss, Adam Johnson, Jeff Jones, Jim Martin, David Mattson, Ted McWilliams, and Phil Wilbourn. Also present were Planning Director Rush, Planning Commission Engineer Patrick Rinks, Eric Cherry, Lance Roach, Allen Maples and Colby Grissom of Maples Surveying, Taylor Dillehay of Whittenburg Surveying, Aaron Bernhardt and wife, and Jim Herren from the Herald-Citizen.

ITEM 1: CALL TO ORDER AND ROLL CALL.

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE MAY 2, 2023 AGENDA.

Planning Director Rush stated that item 10 (Charles Whittenburg presentation) had been deferred since Charles is out of town. Adam Johnson moved to approve the agenda for the May 2, 2023 meeting with Item 10 being deferred. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE APRIL 4, 2023 MEETING.

Ted McWilliams moved to approve the April 4, 2023 Minutes. Motion was seconded and approved unanimously.

ITEM 4: PUBLIC HEARINGS & SUBDIVISION REGULATIONS AMENDMENTS.

Public Hearings were held on the following proposed subdivision regulations amendment resolutions. Terry Randolph moved to defer action on the proposals so the public comments could be incorporated. Motion was seconded and approved unanimously.

- A. **Resolution** #2023-004 Change how setbacks are measured.
 - No public comments.
- B. **Resolution** #2023-005 Change submittal deadline to 15th day of the month.
 - The surveyors present did not have any issues with this proposed change. They
 only asked for some grace during the rest of the calendar year as they adjust.
- C. **Resolution** #2023-006 add 911 and county road certificate to administratively approved plats.
 - No public comments.

AMENDMENT 2023-004

AN AMENDMENT TO THE PUTNAM COUNTY SUBDIVISION REGULATIONS REGARDING HOW SETBACKS ARE MEASURED

WHEREAS, as stated under *Section 13-3-403* of the *Tennessee Code Annotated,* inclusive, authorizes the Putnam County Regional Planning Commission to revise the Subdivision Regulations that will protect the health, safety, and welfare of the general public; and

WHEREAS, a revision of the subdivision regulations is sometimes required because of changes to state law and/or because of Supreme Court of Tennessee or Supreme Court of the United States rulings; and WHEREAS, a revision of the subdivision regulations can be made to clarify the regulations; and

WHEREAS, a public hearing was held on 05/02/2023, with public notice of public hearing published on 03/31/2023 in the Herald Citizen Newspaper; and

WHEREAS, the Putnam County Regional Planning Commission voted on 05/02/23 to amend the Putnam County Subdivision Regulations, and

NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows:

SECTION I: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article III, the language in Section D(4) is hereby deleted and replaced with the following:

- 4. Building Setback Lines and Side Yards [amended 5/2/23]
 - a. The minimum depth of building setback lines from the abutting street right-of-way boundary shall be as follows:

Arterial Streets: The greater of 90 ft as measured from the road centerline or 50 ft from

the edge of the right-of-way.

Collector Streets: The greater of 75 ft as measured from the road centerline or 45 ft from

the edge of the right-of-way.

Local Streets: The greater of 55 ft as measured from the road centerline or 30 ft from

the edge of the right-of-way.

Minimum setback lines from all other (non-street) lot lines shall be 10 ft.

SECTION II: This amendment shall become effective following adoption by the planning commission:

Chairman, Putnam County Regional Planning Commission ATTEST:	Date	
Secretary, Putnam County Regional Planning Commission	Date	

AMENDMENT 2023-005

AN AMENDMENT TO THE PUTNAM COUNTY SUBDIVISION REGULATIONS REGARDING SUBMITTAL OF PLATS

WHEREAS, as stated under *Section 13-3-403* of the *Tennessee Code Annotated,* inclusive, authorizes the Putnam County Regional Planning Commission to revise the Subdivision Regulations that will protect the health, safety, and welfare of the general public; and

WHEREAS, a revision of the subdivision regulations is sometimes required because of changes to state law and/or because of Supreme Court of Tennessee or Supreme Court of the United States rulings; and WHEREAS, a revision of the subdivision regulations can be made to clarify the regulations; and

WHEREAS, a public hearing was held on 05/02/2023, with public notice of public hearing published on 03/31/2023 in the Herald Citizen Newspaper; and

WHEREAS, the Putnam County Regional Planning Commission voted on 05/02/23 to amend the Putnam County Subdivision Regulations, and

NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows: **SECTION I:** The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article II, the following is added:

4. The submittal deadline for plats and other items to be considered by the planning commission shall be 4:00 PM on the 15th day of the previous month, next business day if the 15th is a weekend or holiday. [amended 5/2/23]

SECTION II: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article II, the first paragraph in Article II, B.1 shall be replaced with the following language:

1. Prior to the submittal deadline for the planning commission meeting at which it is to be considered, the subdivider shall submit to the Staff Planner of the Planning Commission one (1) digital copy (as a pdf). This plat is to be drawn to a scale of 100 feet per inch except as authorized in the following paragraph. The developer shall bring five (5) full size copies of the plat to the planning commission meeting. [amended 5/2/23]

SECTION III: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article II, the first paragraph in Article II, C.5 shall be replaced with the following language:

5. Prior to the submittal deadline for the planning commission meeting at which it is to be considered, the subdivider shall submit to the Staff Planner of the Planning Commission one (1) digital copy (as a pdf). This plat is to be drawn to a scale of 100 feet per inch except as authorized in the following paragraph. The developer shall bring five (5) full size copies of the plat to the planning commission meeting. At this time all street profiles or other plans that may have been required shall be submitted to the Planning Commission. [amended 5/2/23]

SECTION II: This amendment shall become effective on July 1, 2023 following adoption by the planning commission:

Chairman, Putnam County Regional Planning Commission ATTEST:	Date	
Secretary, Putnam County Regional Planning Commission	Date	

AMENDMENT 2023-006

AN AMENDMENT TO THE PUTNAM COUNTY SUBDIVISION REGULATIONS REGARDING PLAT CERTIFICATES REQUIRED ON PLATS

WHEREAS, as stated under *Section 13-3-403* of the *Tennessee Code Annotated*, inclusive, authorizes the Putnam County Regional Planning Commission to revise the Subdivision Regulations that will protect the health, safety, and welfare of the general public; and

WHEREAS, a revision of the subdivision regulations is sometimes required because of changes to state law and/or because of Supreme Court of Tennessee or Supreme Court of the United States rulings; and WHEREAS, a revision of the subdivision regulations can be made to clarify the regulations; and

WHEREAS, a public hearing was held on 05/02/2023, with public notice of public hearing published on 03/31/2023 in the Herald Citizen Newspaper; and

WHEREAS, the Putnam County Regional Planning Commission voted on 05/02/23 to amend the Putnam County Subdivision Regulations, and

NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows:

SECTION I: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

In Article II.C.15, the following is added:

- d. Certificate for Lots Fronting County Road
- e. Certification of Property address.

SECTION II: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

In Appendix B, the language in Certificate 5 shall be replaced with the following language:

5.	CERTIFICATE FOR LOTS FRONTING COUNTY ROAD
· .	CERTIFICATION EO TO TROTTE TO COUNTY ROLL

I hereby certify that the subdivision as shown hereon is served by a county road and surface widths and rights-of-way are appropriate.

Chairman, Putnam County Regional Planning Commissi	on Date
SECTION III: This amendment shall become effective follows:	owing adoption by the planning commission:
Date	Putnam County Road Supervisor
and rights-of-way are appropriate.	

ATTEST:		
Secretary, Putnam County Regional Planning Commission	Date	

ITEM 5: REVIEW OF APPROVED PRELIMINARY PLATS

- Mountain Brooke Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021. Phase I was a single lot approved administratively. Phase II remaining.
- **Pippin Estates Preliminary Plat**, Maples Surveying. Conditional preliminary approval 12/7/2021. Phase II remaining.
- Forsythia Farms Preliminary Plat, Whittenburg Surveying. Conditional revised preliminary approval 6/7/2022.
- Beechtree Park Preliminary Plat, Vick Surveying. Conditional preliminary approval 6/7/2022.
- Cane Creek Farms Preliminary Plat, Batson, Himes, Norvell & Poe Surveying. Conditional preliminary approval 6/7/2022.
- **Brownstone Estate Preliminary Plat,** Clinton Surveying. Conditional preliminary approval 10/4/2022.
- Watermark Subdivision Preliminary Plat, Maples Surveying. Conditional preliminary approval 3/7/2023.
- **Pembrook Pines Phase II Preliminary Plat**, Whittenburg Surveying. Conditional preliminary Approval 4/4/2023

ITEM 6: ACCEPTANCE OF NEW STREETS:

None

ITEM 7: OUTSTANDING LETTERS OF CREDIT:

Autumn Woods (two \$70,000 LOC for the road and one \$15,000 for electric)

ITEM 8: ADMINISTRATIVELY APPROVED PLATS:

A. RONALD CLOUSE DIVISION, MAPLES SURVEYING

This plat was to adjust the line between two parcels (106-020.01 and 106-020.00) on Board Valley Rd. Specifically, parcel 106-020.01 which had no frontage was made into a flag lot.

B. LOTS 4 & 5 OF JAMES D LITTLE PROPERTY, VICK SURVEYING

Line amendment between lots 4 and 5 of the James D Little property on Mountain Top Lane. Lot 4 decreased to 5.01 acres and lot 5 increased to 2.63 acres.

C. GROGAN AND HILL LOT LINE ADJUSTMENT, WHITTENBURG SURVEYING

Line amendment parcel 097-012.01 and 097-012.00. A barn and garage were added to parcel 012.01, which increased to 1.41 acres.

D. TONYA HODGES PROPERTY, WIGGINS SURVEYING

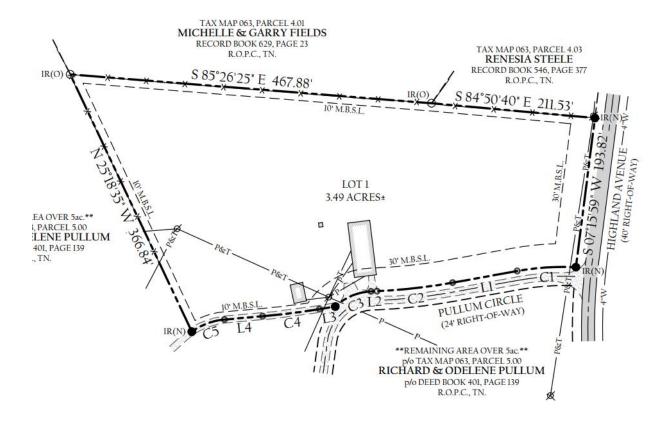
This plat was to divide parcel 095-039.00 on Long Lane into 2 lots. There was an existing residence on each lot. The lots were 2.14 acres and 4.25 acres.

ITEM 9: SUBDIVISION PLATS:

A. RICHARD & ODELENE PULLUM DIVISION FINAL PLAT, WHITTENBURG SURVEYING

The plat is to create one lot at the corner of Highland Ave and Pullum Cir. Pullum Cir is a 12-foot wide tar and gravel road with 24 feet if right-of-way. Highland Ave has 18 ft of asphalt and 40 feet of right-of-way. The home depicted on the plat encroaches in to the setback from Pullum Cir. https://tnmap.tn.gov/assessment/?GISLink=071063++++00500. The setback note on the encroachment was missing from the plat.

Dave Mattson moved to approve the plat with a variance on the setback violation, subject to the setback note being added to the plat. Motion was seconded and approved unanimously.

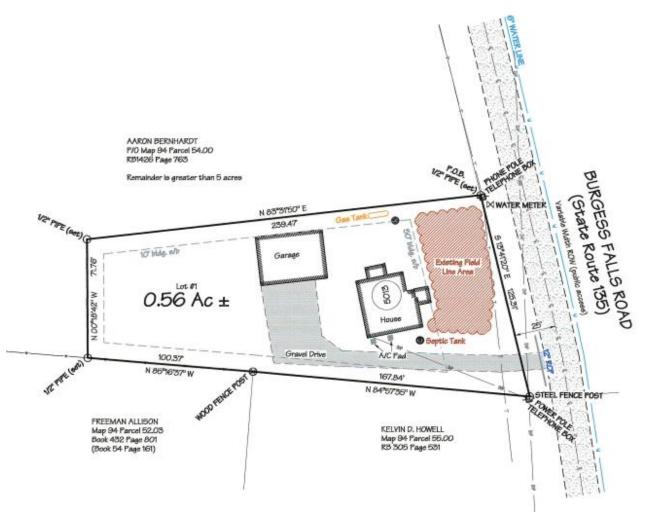


B. BEARNHARDT POPRERTY ON BURGESS FALLS RD FINAL PLAT, WHITTENBURG SURVEYING

The plat is to create one 0.56 acre lot at 2013 Burgess Falls Road from parcel 094-054.00. The house slightly encroaches in the front setback by approximately 2 foot. https://tnmap.tn.gov/assessment/?GISLink=071094++++05400.

Staff noted during a site visit that the encroachment was the front of the steps, the setback note needs to be added, and that TDOT will have approve the driveway.

Terry Randolph moved to approve the plat with a variance on the encroachment, subject to the setback note being added, and TDOT approval of the driveway. Motion was seconded and approved unanimously

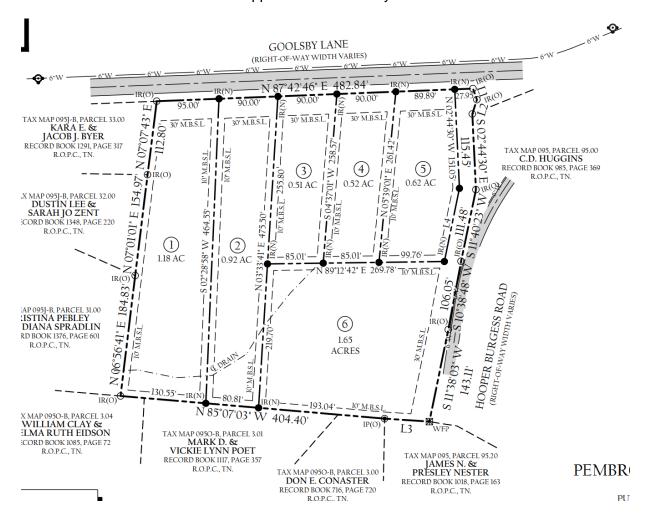


C. PEMBROOKE PINES PHASE II FINAL PLAT, WHITTENBURG SURVEYING

This is a redesigned layout from last month's plat. It now has six lots instead of seven with one flag lot on Goolsby running along the Huggins Property. The lots on Hooper Burgess were essentially combined and made into a flag lot. Lots 1 and 2 were extended to the southern property line which was the rear portion of the lots on Hooper Burgess Road on the previous plat. After measuring from the hydrant, lot 6 is within 500 ft, so the hydrant that was originally going to cover the two lots (originally lots 6 & 7) on Hooper Burgess Rd has been eliminated. https://tnmap.tn.gov/assessment/?GISLink=071095++++09305

Taylor Dillehay stated that lot 6 was 480 feet from the existing hydrant on Goolsby Lane. He stated that soil work has been completed and submitted to TDEC but is awaiting approval.

Terry Randolph moved to approve the plat subject to signatures and soil approval by TDEC. Motion was seconded and approved unanimously.

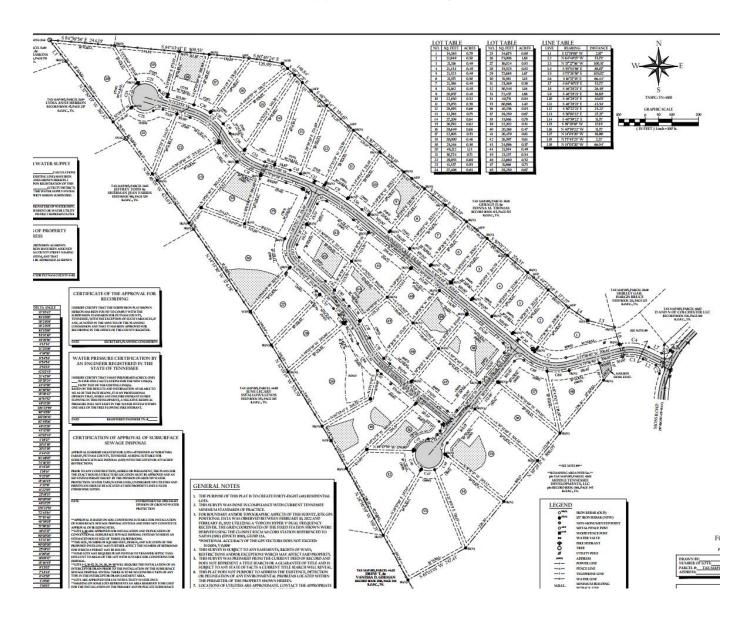


D. FORSYTHIA FARMS FINAL PLAT, WHITTENBURG SURVEYING

This revised subdivision plat will create 48 lots on 40.56 acres on Moss Road. They are going to be submitting a LOC in the amount of \$225,000.00 to cover the final 2 inches of road base on the roads and the 2 inches of asphalt surfacing and shoulder stone. The USPS required Cluster Box unit will be on an easement on the remainder of the property they are reserving (approximately 6 acres at the entrance) and are considering dedicating to the county for a park area. https://tnmap.tn.gov/assessment/?GISLink=071085++++04001

They have submitted a \$225,000 Letter of Credit to cover the rest of the rock base, paving and shoulder stone on the proposed roads. TDEDC has not approved one lot (lot 48).

Ted McWilliams moved to approve the final plat as presented subject to TDEC approval of lot 48. Motion was seconded and approved unanimously.

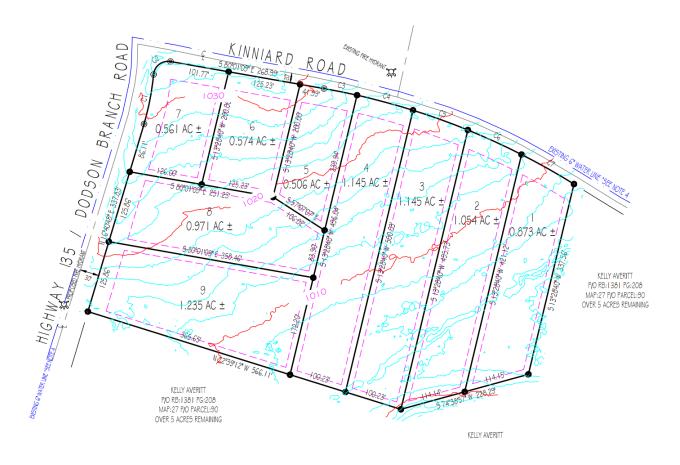


E. KELLY AVERITT DIVISION PRELIMINARY PLAT, MAPLES SURVEYING

This preliminary plat consists of 9 lots on 8.064 acres on Dodson Branch Rd (Hwy 135) and Kinniard Rd. from parcel 027-090.00. There is an existing hydrant shown on the plat on Kinniard Rd and a proposed hydrant on Dodson Branch Rd. Lots will range from 0.561 acres to 1.235 acres. The tract has approximately 90 acres remaining. https://tnmap.tn.gov/assessment/?GISLink=071027++++09000

Allen Maples stated that the developer is working on getting TDOT approval for the driveways of lots 8 & 9. The drive way to lot 7 can be on Kinniard Road. Mr. Maples stated that this is a very large tract and the developer may develop more further south. Just south of this development is a wet area that may not be developed.

Dale Moss moved to approve the preliminary plat as presented. Motion was seconded and approved unanimously.



ľ	TFM	10-	Other	Busin	ess.

• Charles Whittenburg presentation- Withdrawn prior to the meeting.

ITEM 12: STAFF REPORTS

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: None
- Report from other Members: None

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	/ith no further business to discuss, the meeting was	e meeting was adjourned by mutual consen		
C	hairman	 Date		
_ Se	ecretary	 Date		

AMENDMENT 2023-004

AN AMENDMENT TO THE PUTNAM COUNTY SUBDIVISION REGULATIONS REGARDING HOW SETBACKS ARE MEASURED

WHEREAS, as stated under *Section 13-3-403* of the *Tennessee Code Annotated,* inclusive, authorizes the Putnam County Regional Planning Commission to revise the Subdivision Regulations that will protect the health, safety, and welfare of the general public; and

WHEREAS, a revision of the subdivision regulations is sometimes required because of changes to state law and/or because of Supreme Court of Tennessee or Supreme Court of the United States rulings; and

WHEREAS, a revision of the subdivision regulations can be made to clarify the regulations; and

WHEREAS, a public hearing was held on 05/02/2023, with public notice of public hearing published on 03/31/2023 in the Herald Citizen Newspaper; and

WHEREAS, the Putnam County Regional Planning Commission voted on ______ to amend the Putnam County Subdivision Regulations, and

NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows:

SECTION I: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article III, the language in Section D(4) is hereby deleted and replaced with the following:

- 4. Building Setback Lines and Side Yards [amended 5/2/23]
 - a. The minimum depth of building setback lines from the abutting street right-of-way boundary shall be as follows:

Arterial Streets: The greater of 90 ft as measured from the road centerline or

50 ft from the edge of the right-of-way.

Collector Streets: The greater of 75 ft as measured from the road centerline or

45 ft from the edge of the right-of-way.

Local Streets: The greater of 55 ft as measured from the road centerline or

30 ft from the edge of the right-of-way.

Minimum setback lines from all other (non-street) lot lines shall be 10 ft.

SECTION II: This amendment shall become effective following adoption by the planning commission:

Chairman, Putnam County Regional Planning Commission	Date
ATTEST:	
Secretary, Putnam County Regional Planning Commission	

AMENDMENT 2023-005

AN AMENDMENT TO THE PUTNAM COUNTY SUBDIVISION REGULATIONS REGARDING SUBMITTAL OF PLATS

WHEREAS, as stated under *Section 13-3-403* of the *Tennessee Code Annotated,* inclusive, authorizes the Putnam County Regional Planning Commission to revise the Subdivision Regulations that will protect the health, safety, and welfare of the general public; and

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NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows:

SECTION I: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article II, the following is added:

4. The submittal deadline for plats and other items to be considered by the planning commission shall be 4:00 PM on the 15th day of the previous month, next business day if the 15th is a weekend or holiday. [amended 5/2/23]

SECTION II: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article II, the first paragraph in Article II, B.1 shall be replaced with the following language:

1. Prior to the submittal deadline for the planning commission meeting at which it is to be considered, the subdivider shall submit to the Staff Planner of the Planning Commission one (1) digital copy (as a pdf). This plat is to be drawn to a scale of 100 feet per inch except as authorized in the following paragraph. The developer shall bring five (5) full size copies of the plat to the planning commission meeting. [amended 5/2/23]

SECTION III: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

Article II, the first paragraph in Article II, C.5 shall be replaced with the following language:

planning commission meeting. At this time all street profiles or other plans that may have required shall be submitted to the Planning Commission. [amended 5/2/23]		
SECTION II: This amendment shall become effective on July 1, 2023 following adoption by the planning commission:		
Chairman, Putnam County Regional Planning Commission Date		
ATTEST:		

Secretary, Putnam County Regional Planning Commission

Prior to the submittal deadline for the planning commission meeting at which it is to be

Date

considered, the subdivider shall submit to the Staff Planner of the Planning Commission one (1) digital copy (as a pdf). This plat is to be drawn to a scale of 100 feet per inch except as authorized in the following paragraph. The developer shall bring five (5) full size copies of the plat to the

AMENDMENT 2023-006

AN AMENDMENT TO THE PUTNAM COUNTY SUBDIVISION REGULATIONS REGARDING PLAT CERTIFICATES REQUIRED ON PLATS

WHEREAS, as stated under *Section 13-3-403* of the *Tennessee Code Annotated,* inclusive, authorizes the Putnam County Regional Planning Commission to revise the Subdivision Regulations that will protect the health, safety, and welfare of the general public; and

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NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows:

SECTION I: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

In Article II.C.15, the following is added:

Date

- d. Certificate for Lots Fronting County Road
- e. Certification of Property address.

SECTION II: The Subdivision Regulations for Putnam County, Tennessee as indicated shall be amended as follows:

In Appendix B, the language in Certificate 5 shall be replaced with the following language:

5. CERTIFICATE FOR LOTS FRONTING COUNTY ROAD

I hereby certify that the subdivision as shown he widths and rights-of-way are appropriate.	ereon is served by a county road and surface

Putnam County Road Supervisor

SECTION commission		This	amendmen	t shall	become	effective	following	adoption	by	the	planning
Chairman	 , Put	tnam	County Reg	ional F	Planning C	 Commissio	n Date	 e	_		
ATTEST:											
 Secretary,	, Put	nam	County Reg	ional P	lanning C	ommissio	n Date	e	_		

I (we) hereby certify that I am (we are) the owner(s) of the

property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, walks, parks, and other open spaces to public or private use as noted.

CERTIFICATE OF OWNERSHIP AND DEDICATION

Date Signed	Owner's Signature
Date Signed	Owner's Signature

CERTIFICATE OF ACCURACY

I hereby certify that the plan shown and described hereon is a true and correct survey to the level of accuracy required by the Putnam County Regional Planning Commission and that the monuments have been placed as shown herein, to the specifications of the Putnam County Regional Planning Commission.

Date Signed	Registered Land Surveyor
	Tennessee Number: 2635

CERTIFICATE OF PROVISION FOR ELECTRICAL POWER

I hereby certify that acceptable power utility easements have been provided and that electrical power will be provided by Upper Cumberland Utility District or it has been determined by Upper Cumberland Utility District that due to the nature of this development, the cost to install electrical power must be borne by the development in the amount of \$ _____ prior to installation by this electric cooperative or department.

Date	Signature of Superintendent of
	Eléctric Co-op'or Department

CERTIFICATE FOR LOTS FRONTING COUNTY OR STATE ROAD

I herby certify that the subdivision as shown hereon is served by a county or state road and rights-of-way are appropriate.

Date	Putnam County Road Supervisor

Boundary Line & Curve Table

L1 7.82' S85°03'08"E L2 31.11' N16°00'37"E C3 60.17' S48°21'47"E 684.47' 5°02'14" 60.16' 30.11' C4 85.04' S54°26'28"E 684.47' 7°07'08" 84.99' 42.58' C5 27.61' S59°09'21"E 684.47' 2°18'39" 27.60' 13.81' C6 27.12' S61°26'47"E 684.47' 2°16'13" 27.12' 13.56' C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28'							
C2 124.59' N20°21'42"E 1022.96' 6°58'43" 124.52' 62.37' L1 7.82' S85°03'08"E	LINE	ARC LENGTH	CHORD BEARING	RADIUS	DELTA	CHORD	TANGENT
L1 7.82' S85°03'08"E L2 31.11' N16°00'37"E C3 60.17' S48°21'47"E 684.47' 5°02'14" 60.16' 30.11' C4 85.04' S54°26'28"E 684.47' 7°07'08" 84.99' 42.58' C5 27.61' S59°09'21"E 684.47' 2°18'39" 27.60' 13.81' C6 27.12' S61°26'47"E 684.47' 2°16'13" 27.12' 13.56' C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28' C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E 14 28.49' S05°06'06"W 15 9.48' S76°36'43"W 16 12.35' N76°40'54"W 16 12.35' N76°40'54"W 17 17 18	C1	124.77'	N13°17'19"E	1022.96'	6°59'19"	124.70'	62.46'
L2 31.11' N16°00'37"E C3 60.17' S48°21'47"E 684.47' 5°02'14" 60.16' 30.11' C4 85.04' S54°26'28"E 684.47' 7°07'08" 84.99' 42.58' C5 27.61' S59°09'21"E 684.47' 2°18'39" 27.60' 13.81' C6 27.12' S61°26'47"E 684.47' 2°16'13" 27.12' 13.56' C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28' C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E 43.63' 43.63' L4 28.49' S05°06'06"W 43.63' 43.63' L5 9.48' S76°36'43"W 43.63' L6 12.35' N76°40'54"W 43.63' L7 23.88' N86°47'14"W 43.63'	<i>C2</i>	124.59'	N20°21'42"E	1022.96'	6°58'43"	124.52'	62.37
C3 60.17' S48°21'47"E 684.47' 5°02'14" 60.16' 30.11' C4 85.04' S54°26'28"E 684.47' 7°07'08" 84.99' 42.58' C5 27.61' S59°09'21"E 684.47' 2°18'39" 27.60' 13.81' C6 27.12' S61°26'47"E 684.47' 2°16'13" 27.12' 13.56' C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28' C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E 35.18' S10°17'05"E 35.18' 576°36'43"W 36.18' 36.18' 376°36'43"W 36.18' 376°40'54"W	L1	7.82'	S85°03'08"E				
C4 85.04' S54°26'28"E 684.47' 7°07'08" 84.99' 42.58' C5 27.61' S59°09'21"E 684.47' 2°18'39" 27.60' 13.81' C6 27.12' S61°26'47"E 684.47' 2°16'13" 27.12' 13.56' C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28' C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E 35.18' S10°17'05"E 35.18' 576°36'43"W 36.18' 576°36'43"W 36.18' 576°36'43"W 36.18' 576°40'54"W 36.18' 36	L2	31.11'					
C5 27.61' S59°09'21"E 684.47' 2°18'39" 27.60' 13.81' C6 27.12' S61°26'47"E 684.47' 2°16'13" 27.12' 13.56' C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28' C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E 35.18' S10°17'05"E 36.28' 36.28' 37.08' 43.63' L4 28.49' S05°06'06"W 36.28' 36.28' 36.28' 37.08'<	C3	60.17	S48°21'47"E	684.47'	5°02'14"	60.16	30.11
C6 27.12' S61°26'47"E 684.47' 2°16'13" 27.12' 13.56' C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28' C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E 505°06'06"W 505°06'06"W<	C4	85.04'		<i>684.47</i> '	7°07'08"	84.99'	42.58'
C7 104.36' S66°56'58"E 684.47' 8°44'08" 104.26' 52.28' C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E 12.35' S76°36'43"W 12.35' N76°40'54"W 12.35' N76°40'54"W 12.35' N86°47'14"W 12.35' N8	C5					27.60'	
C8 87.14' S74°57'52"E 684.47' 7°17'40" 87.08' 43.63' L3 35.18' S10°17'05"E	C6	27.12'	S61°26'47"E	684.47'	2°16'13"	27.12'	13.56'
L3 35.18' S10°17'05"E L4 28.49' S05°06'06"W L5 9.48' S76°36'43"W L6 12.35' N76°40'54"W L7 23.88' N86°47'14"W	C7	104.36'	S66°56'58"E	684.47°		104.26'	<i>52.28</i> '
L4 28.49' S05°06'06"W L5 9.48' S76°36'43"W L6 12.35' N76°40'54"W L7 23.88' N86°47'14"W	C8	87.14	S74°57'52"E	684.47'	7°17'40"	87.08	43.63'
L5 9.48' S76°36'43" W L6 12.35' N76°40'54" W L7 23.88' N86°47'14" W	L3						
L6 12.35' N76°40'54"W L7 23.88' N86°47'14"W	L4	28.49'	S05°06'06"W				
L7 23.88' N86°47'14"W	L5	9.48'	S76°36'43"W				
	L6	12.35'					
L8 26.77' N86°47'14"W	L7	23.88'					
	L8	26.77'	N86°47'14"W				

GPS CERTIFICATION:

I, Rusty L. Norrod, hereby certify that this map was drawn under my supervision from an actual GPS & Conventional Survey made under my supervision and the following information was used to perform the survey:

(a) Type of Survey: Real Time Kinematic
(b) Positional Accuracy: 0.05 feet
(c) Date of (original) field survey: January 4th, 2023
(d) Datum/Epoch: NAD83(2011) Epoch 2010.00
(e) Published/Fixed Control Used: TDOT CORS Network
(f) Geoid models. Geoid 124

(f) Geoid model: <u>Geoid I2A</u> (g) Combined Scale Factor (Used): 1.000000

NOTES: I. This survey is prepared from the current deed of record

and does not represent a title search or a guarantee of title and is subject to any state of facts a current

accurate title seārch will reveal. 2. This survey is subject to any easements, rights-of-way, restrictions and/or exceptions which may affect said survey. 3. All corners are 1/2" rebar set unless otherwise noted.

4. Source of Title: Record Book 1428, Page 228 5. Property is not currently zoned. 6. Locations of utilties are approximate. Contact the appropriate

utility for locations of underground services. 7. Contours shown hereon are at a 2-foot interval. They were derived from information gathered from The State of Tennessee's GIS information, furthermore this surveyor makes NO CERTIFICATION as to the accuracy of the contours shown on this plat.

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the Subdivision Plat shown hereon has been found to comply with the Subdivision Regulations for Putnam County, Tennessee, with the exception of such variances, if any, as are noted in the Minutes of the Planning Commission, and that it has been approved for recording in the office of the county register.

Date Signed Secretary, Planning Commission

CERTIFICATION OF PROPERTY ADDRESSES

I hereby certify that the subdivision plat as shown hereon and properties therein have been assigned addresses as per the Putnam County Street naming and Property Numbering System, and that hereafter properties shall be addressēd ās shown hereon

Date Signed Director Putnam County E-911

N86°50'04"W

CERTIFICATE OF WATER SUPPLY

I hereby certify that _____calculations (new line) or flow tests (existing line) have been performed for the water lines shown hereon. I also hereby certify that upon

the registration of this plan, the (City of) _____ (Utility District) will operate and maintain the water supply system installed to serve the property herein subdivided.

Date Signed Utility Director or Superintendent

SPECIAL FLOOD HAZARD AREA (SFHA) DETERMINATION According to the FEMA FIRM # 47035C0125D, Dated: 5/16/07. Check One:

X: No areas of the subject property depicted on this plat are in a SFHA ___: All of the subject property depicted on this plat is in a SFHA ___: Shaded area(s) of the subject property depicted on this plat are in a

LEGEND

▲ 1/2" Rebar (New)

0 1/2" Rebar (Old)

△ Metal Fence Post (Old) ■ 1/2" Iron Pipe Found

Tree (See Description)

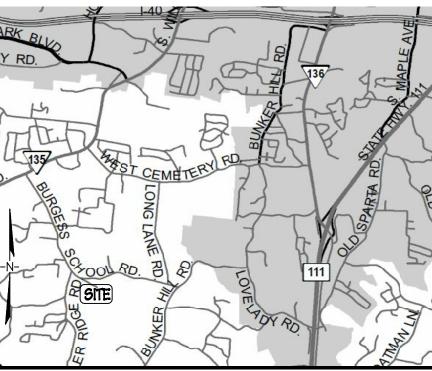
□ Wood Fence Post
 □

Q Utility Pole

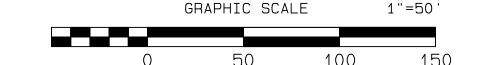
MBSL = Minimum Building Setback Line —X— Fence Line

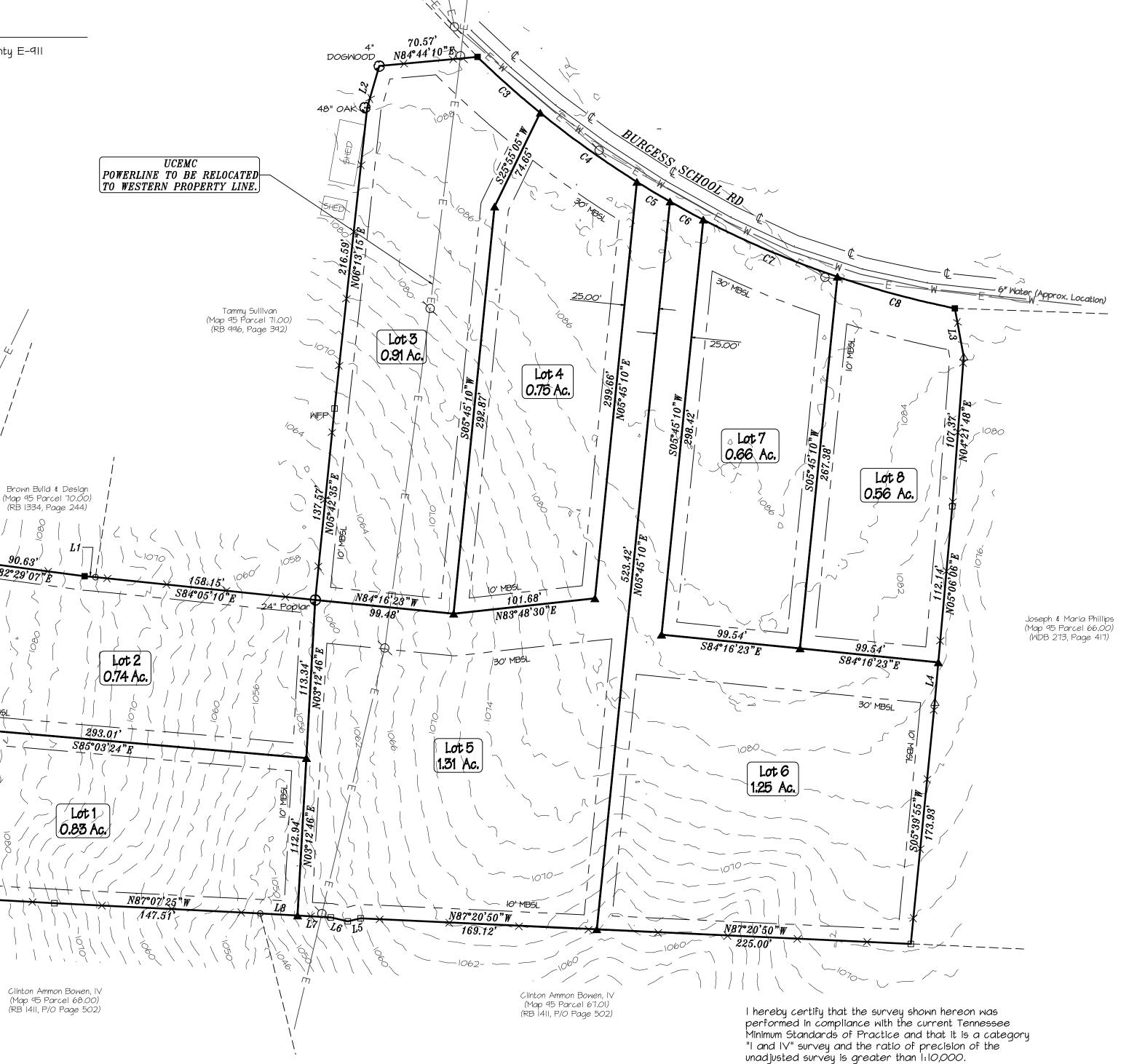
——E—— Overhead Utility Line

——W—— Water Line



Vicinity Map N.T.S.





Rusty Norrod R.L.S. #2635, Clinton Surveying, LLC 380 South Lowe Avenue, Suite 6

Cookeville, TN 38501

PRELIMINARY PLAT OF

ELLER RIDGE DIVISION

PRESENTED TO PUTNAM COUNTY PLANNING COMMISSION Ist Civil District, Putnam County, Tennessee

OWNER:	Brown Build & Design	SURVEY <i>O</i> R:	Clinton Surveying LLC
ADDRESS:	2262 Highway 70 East Cookeville, TN 38506	ADDRESS:	380 S.Lowe Ave. Suite (Cookeville, TN 38501
TELEPHONE:	931-854-0516	TELEPHONE:	931-372-0146
ENGINEER:		ACREAGE SU	BDIVIDED: 7.00 Acres
ENGINEER: ADDRESS:		ACREAGE SU NUMBER OF L	

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, ESTABLISH THE MINIMUM BUILDING RESTRICTIONS LINES, AND DEDICATE ALL STREETS, ALLEYS, SIDEWALKS, AND PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE NOTED.

 DATF	OWNER'S SIGNATURE
DAIL	
DATE	OWNER'S SIGNATURE

CERTIFICATE OF ACCURACY

the listed or attached restrictions.

unless otherwise noted.

Environmental Specialist

Division of Ground Water Protection

sufficient shaded area is maintained.

bedrooms.

All lots are approved for use with utility water only.

I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON IS A TRUE AND CORRECT SURVEY TO THE ACCURACY REQUIRED BY THE PUTNAM COUNTY REGIONAL PLANNING COMMISSION AND THAT THE MONUMENTS HAVE BEEN PLACED AS SHOWN HEREIN, TO THE SPECIFICATIONS OF THE PUTNAM COUNTY REGIONAL PLANNING COMMISSION.

Approval is hereby granted for lots defined as Kelly Averitt Division, Putnam County, Tennessee as being suitable for subsurface sewage disposal (SSD) with

Prior to any construction of a structure, mobile or permanent, the plans for the exact house/structure location must be approved and an SSD system permit

issued by the Division of Ground Water Protection. Water taps; water lines, underground utilities and driveways should be located at side property lines

Approval is based on soil conditions suitable for installation of Subsurface Sewage Disposal Systems and does not constitute approval of building sites.

Shading on some lots represents an area reserved to be used for the installation of the primary and duplicate subsurface sewage disposal systems, and shall be used for no other purpose such as house location, other structure location, buried utilities, driveways, swimming pools, etc. or use which would conflict with

the REGULATIONS TO GOVERN SUBSURFACE SEWAGE DISPOSAL in Tennessee. Modification of the shaded area may be considered, provided

The size, number of square feet, design, and location of the proposed dwelling may further affect the number of bedrooms for which a permit may be issued.

Lots 1-7 will require the installation of an interceptor drain prior to the installation of the subsurface sewage disposal system. There is to be no construction of

Lots 1-7 are approved for installation and duplication of conventional subsurface sewage disposal systems to serve an estimated house size of four (4)

Some lots may require pump systems to transfer septic tank effluent to areas of the lot with suitable soil conditions for disposal.

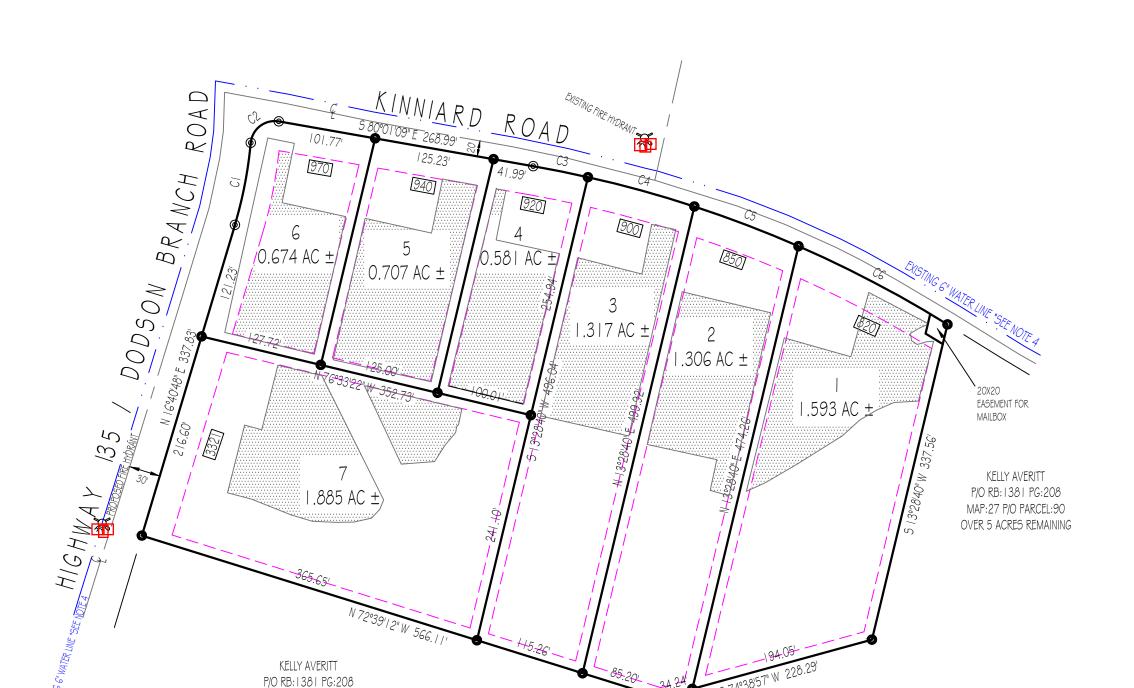
DATE	LICENSED SURVEYOR

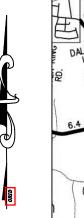
CERTIFICATE FOR LOTS FRONTING COUNTY OR STATE ROAD

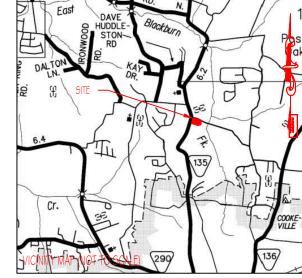
I HEREBY CERTIFY THAT THE SUBDIVISION AS SHOWN HEREON IS SERVED BY A COUNTY OR STATE ROAD AND RIGHTS-OF-WAY ARE APPROPRIATE.

DATE	PUTNAM COUNTY ROAD SUPERVISOR

	CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
	CI	435.78'	87.19'	87.04'	N 10°56'54" E	11°27'47"
Γ	C2	25.00'	41.34'	36.79'	N 52°35'56" E	94°44'59"
	C3	1218.11'	58.14'	58.13'	S 78°39'08" E	2°44'04"







NOTES:

I .THIS SURVEY WAS CONDUCTED FROM THE CURRENT DEED OF RECORD AND IS SUBJECT TO ANY INFORMATION WHICH A TITLE SEARCH WOULD REVEAL.

2.THIS SURVEY IS SUBJECT TO ANY EASEMENTS, RIGHTS OF WAYS, AND/OR LEASES WHICH COULD AFFECT THE PROPERTY.

3.THIS PROPERTY IS NOT IN A FLOOD ZONE, TO THE BEST OF MY KNOWLEDGE, ACCORDING TO FIRM MAP #47 | 4 | CO | 25D, EFFECTIVE MAY 16, 2007.

4.INFORMATION FROM UTILITY COMPANY WILL BE COMBINED WITH OBSERVED EVIDENCE OF UTILITIES TO DEVELOP A VIEW OF THOSE UNDERGROUND UTILITIES, HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED TO CONTACT THE UTILITY COMPANY OR DIAL 811.

5.MINIMUM BUILDING SETBACKS ARE AS FOLLOWS: FRONT: 30' SIDE: 10'

REAR: 10'

6.ALL CONTOURS ARE TAKEN FROM STATE OF TENNESSEE LIDAR (LIGHT DETECTION AND RANGING), CONTOUR INTERVAL IS 2 FOOT.

<u>LEGEND</u>

1/2" REBAR(NEW) CENTERLINE

FIRE HYDRANT

CERTIFICATION OF PROPERTY ADDRESS

any type in the interceptor drain easement area.

I HEREBY CERTIFY THAT THE SUBDIVISION AS SHOWN HEREON AND PROPERTIES THEREIN HAVE BEEN ASSIGNED ADDRESSES AS PER THE PUTNAM COUNTY STREET NAMING AND PROPERTY NUMBERING SYSTEM, AND THAT HEREAFTER, THE PROPERTIES SHALL BE ADDRESSED AS SHOWN HEREON.

DIRECTOR, PUTNAM COUNTY E-9 | | DATE

CERTIFICATION OF EXISTING WATER LINES

I HEREBY CERTIFY THAT THE WATER LINES SHOWN HEREON ARE IN PLACE.

UTILITY DISTRICT MANAGER

CERTIFICATE OF APPROVAL FOR RECORDING

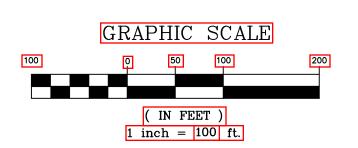
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION STANDARDS FOR PUTNAM COUNTY, TENNESSEE, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGISTER.

I HEREBY CERTIFY THAT THIS IS A CATEGORY I SURVEY AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY IS AT LEAST 1:10,000. ALLEN MAPLES, JR

RLS#2171



MAP:27 P/O PARCEL:90 OVER 5 ACRES REMAINING



KELLY AVERITT P/O RB:1381 PG:208

MAP:27 P/O PARCEL:90

OVER 5 ACRES REMAINING



KELLY AVERITT DIVISION

PRESENTED TO PUTNAM COUNTY PLANNING COMMISSION

DEVELOPER: KELLY AVERITT	SURVEYOR: ALLEN MAPLES LAND SURVEYING	I ST CIVIL DISTRICT, PUTNAM COUNTY, TN
ADDRESS: 4870 BUNKER HILL ROAD	ADDRESS: 38 MAYBERRY STREET	ACREAGE SUBDIVIDED: 8.063 AC ±
COOKEVILLE, TN 38506	SPARTA, TN 38583	P/O RB: 1381 PG: 208
TELEPHONE: (931) 260-2747	TELEPHONE: (931) 837-5446	TAX MAP: 27 P/O PARCEL: 90
DRAWING #22-300 C	SCALE: I "= 100'	DATE: 01/23/2023 NUMBER OF LOTS: 7

DATE

SECRETARY / DESIGNEE, PLANNING COMMISSION

AMENDMENT 2023-007

AN AMENDMENT TO THE PUTNAM COUNTY REGIONAL PLANNING COMMISISON BY-LAWS WITH REGARD TO PUBLIC COMMENTS

WHEREAS, sometimes the Legislature of the State of TN will adopt legislation that changes aspects of planning conduct, such as open meetings and notice deadlines, and so forth, and

WHEREAS, Public Chapter 300, 2023, amends the Open Meetings Act, Tennessee Code Annotated, Section 8-44-101, et seq., and

WHEREAS, the Putnam County Regional Planning Commission voted on ______ to amend the By-Laws of the Putnam County Regional Planning Commission, and

NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows:

SECTION I: The By-Laws of the Putnam County Regional Planning Commission as indicated shall be amended by adding a new section as follows:

SECTION 14. PUBLIC COMMENT AT PLANNING COMMISSION MEETINGS

- 1. The Planning Commission will reserve a period for public comment to provide the public with the opportunity to comment on matters that are germane to items on the agenda for the meeting. Public comment will be limited to comments that are only relevant to the items on the Agenda for the Planning Commission.
- 2. Each individual wishing to make a public comment before the Planning Commission will be allowed two (2) minutes to address the Commission. In the sole discretion of the Chairman, the time for addressing the Planning Commission may be reasonably extended.
- 3. The Planning Commission shall only allow three (3) speakers to make public comments at any one session.
- 4. Any individual wishing to address the Planning Commission must contact the Putnam County Planning Director five (5) days prior to the meeting in question to request an opportunity to address the Commission.

SECTION II: SECTION 8 PROCEDURES: By-Laws of the Putnam County Regional Planning Commission shall be amended as follows:

- A. At any regular meeting of the Planning Commission, the following shall be the regular order of business:
 - 1. Call to Order and Roll Call
 - 2. Approve Agenda
 - 3. Approve Minutes of Previous Meeting
 - 4. Review of Approved Preliminary Plats

- 5. Outstanding Letters of Credit
- 6. Acceptance of New Streets
- 7. Report on Administratively Approved Plats
- 8. Subdivision Plats
- 9. Other Business
- 10. Staff reports
 - Report from Chairman
 - Report from Planning Commission Engineer
 - Report from Planning Director

Secretary, Putnam County Regional Planning Commission

- Report from Other Members
- 11. Public Comment on Agenda Items
- 12. Adjournment or Recess

SECTION commissi		This	amendment	shall	become	effective	following	adoption	by	the	planning
Chairman, Putnam County Regional Planning Commission Date											
ATTEST:											

Date